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01-0703

13 November 1957

MEMORANDUM FOR: Mr. Houston

25X1A9A 1. With further reference to the matter of a letter recommendation
25X1A9A supporting [] application for the Harvard Business School, the
25X1A9A following three specific items must be covered: (1) What [] can offer
25X1A9A fellow students in the course, (2) what [] should get from the course,
25X1A9A and (3) indications of what kind of a man [] is; that is, sort of a
social traits profile covering such things as his hobbies, community interests,
etc.

2. The letter should be addressed to:

Assistant Dean William P. Gormbley
Director, Advanced Management Program
Harvard Graduate School of Business Administration
Soldiers Field
Boston 63, Massachusetts

3. I will be grateful to have your letter by 22 November so that I may
get it to the Office of Training by the deadline they have imposed.



25X1A9A

SA/DDS/JER:epr

Distribution:

- 0 - Addressee
- 1 - DD/S Chrono
- 1 - DD/S Subject
- 1 - DD/S Reading



25X1

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